

Reply to Attn of: Office of Facilities Management, Room 414

TO ALL PROSPECTIVE OFFERORS

SUBJECT: Request for Quotation

USITC LAN Replacement

You are invited to submit an offer for U.S. International Trade Commission (USITC) LAN Replacement and EAMS project. Offers are due no later than April 1, 2002 at 4:30 p.m. Eastern Time.

The USITC intends to hold a Question and Answer session for interested parties under this RFQ will be held on the second business day following release of this RFQ at 10:00am in room 412-M (or a suitable alternate conference room) at USITC located at 500 E Street, SW, Washington, DC, 20436.

Questions regarding this RFQ must be presented in writing and should be submitted to the above address within 3 days of the RFQ issue date in order that answers may be obtained and disseminated in a timely manner, since it is not expected that the offer submission date can be extended. Oral questions are not desirable due to the possibility of misunderstanding or misinterpretation. Questions shall not be directed to the technical activity personnel.

This is a acquisition in accordance with Federal Acquisition Regulations (FAR) Part 8.4, Federal Supply Schedules.

The following information highlights some of the important aspects of the RFQ. It is not intended to cover all requirements.

1. This procurement for the requirements will be completed in two phases; Requirements Phase I and Phase II. Production of the LAN system will be completed in a different contract vehicle, under Production Phase II. Results from Requirements Phase I will be incorporated into Production Phase II requirement.
2. The USITC intends to issue a Firm Fixed-Price with multiple Incentive Fees delivery order, under General Services Administration's Federal Supply Schedule program .
3. The period of performance for Phase I will commence the day after the issuance of a delivery order through May 20, 2002.

The request for quote is not an authorization to perform any of the described work. The Government will not be liable for any costs incurred prior to any issuance of the duly executed delivery order. The Contracting Officer is the only individual who can legally commit the Government to the expenditure of public funds in connection with the proposed action. Any other commitment either explicit or implied is invalid.

Deborah Kearns

Contract Specialist